

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: Amendment #3 to RFP-0863-06/BLH - Fleet Maintenance for Seminole County

DEPARTMENT: Administrative Services

DIVISION: Purchasing and Contracts

AUTHORIZED BY: Frank Raymond

CONTACT: Bob Hunter

EXT: 7119

MOTION/RECOMMENDATION:

Approve Amendment #3 to RFP-0863-06/BLH with SERCO, Inc. of Vienna, Virginia, that makes minor reductions in scope to maintain the annual Operating Target Amount of \$4,008,119.52.

County-wide

Ray Hooper

BACKGROUND:

RFP-0863-06/BLH provides services that include but that are not limited to preventive maintenance, repairs, overhauls/repairs of major components, mobile services, fuel management, tire services, fleet repair management and other such allied services to assure the continuity of the effective, efficient and economical operation of the County's Vehicles and Vehicles of those cities designated by the County. On July 25, 2006, the Board awarded the Agreement to SERCO, Inc. of Vienna, Virginia.

Amendment #3 will reduce service and staffing levels as indicated in Exhibit A of the attached Amendment, in order to maintain the annual Operating Target Amount of \$4,008,119.52. The overall staffing level will be reduced by three (3) positions, with the landfill and transfer station sites exchanging minimum staffing levels, (note that all service levels will be maintained as per the original contract specifications and requirements). In addition, the frequency of Preventive Maintenance checks will be reduced while continuing to provide the requirement for vehicle maintenance based on manufacturers specification.

This is a budgeted service, and funds are available in Fleet Contract, Repairs and Maintenance (Account #010540.530460).

STAFF RECOMMENDATION:

Staff recommends that the Board approve Amendment #3 to RFP-0863-06/BLH with SERCO, Inc. of Vienna, Virginia, that makes minor reductions in scope to maintain the annual Operating Target Amount of \$4,008,119.52.

ATTACHMENTS:

1. RFP-0863-06_B LH Amendment 3 with SERCO

Additionally Reviewed By:

☐ County Attorney Review (Arnold Schneider)

THIRD AMENDMENT TO FLEET MAINTENANCE AGREEMENT (RFP-0863-06/BLH)

THIS THIRD AMENDMENT is made and entered into this _____ day of _____, 20____ and is to that certain Agreement made and entered into on the 14th day of August, 2006, as amended on November 22, 2006, and on May 19, 2008, between **SERCO, INC.**, whose address is 2650 Park Tower Drive, Suite 800, Vienna, Virginia 22180, hereinafter referred to as "CONTRACTOR", and **SEMINOLE COUNTY**, a political subdivision of the State of Florida, whose address is Seminole County Services Building, 1101 East First Street, Sanford, Florida 32771, hereinafter referred to as "COUNTY".

W I T N E S S E T H:

WHEREAS, the CONTRACTOR and COUNTY entered into the above referenced Agreement on August 14, 2006, as amended on November 22, 2006, and May 19, 2008, for Seminole County fleet maintenance; and

WHEREAS, the parties desire to amend the Agreement so as to enable both parties to continue to enjoy the mutual benefits it provides; and

WHEREAS, Section 30 of the Agreement provides that any amendments shall be valid only when expressed in writing and duly signed by the parties,

NOW, THEREFORE, in consideration of the mutual understandings and agreements contained herein, the parties agree to amend the Agreement as follows:

1. Exhibit B, Scope of Services, is hereby amended by the reduction of services as indicated in Exhibit A, attached to this Amendment.

2. Except as herein modified, all terms and conditions of the Agreement shall remain in full force and effect for the term of the Agreement, as originally set forth in said Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this instrument for the purpose herein expressed.

ATTEST:

SERCO, INC.

Secretary

By: _____
DIRK SMITH, Vice-President

[CORPORATE SEAL]

Date: _____

ATTEST:

BOARD OF COUNTY COMMISSIONERS
SEMINOLE COUNTY, FLORIDA

MARYANNE MORSE
Clerk to the Board of
County Commissioners of
Seminole County, Florida.

By: _____
BRENDA CAREY, Chairman

Date: _____

For the use and reliance
of Seminole County only.

Approved as to form and
legal sufficiency.

As authorized for execution
by the Board of County Commissioners
at their _____, 20____
regular meeting.

County Attorney

AEC/sjs

8/18/08

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Attachment:

Exhibit A - Reduction in Scope of Services

Bringing service to life



20 August 2008

Frank Raymond
Seminole County Administrative Services Director
200 W. County Home Road
Sanford, FL 32773

Serco Inc.
2210 Arbor Boulevard
Suite 200
Dayton, OH 45439

T (937) 299-1999
F (937) 299-2591

www.serco-na.com

Subj: 1st Option Period Proposal

Dear Mr. Raymond,

The following changes to the contract will be required for Serco to maintain the current Operating Target price of \$4,008,119.52 for the first year of option period 1:

- 1) Reduction of the scheduled service intervals in Scope of Services Section 7.11 Para E, to new intervals proposed in the following table. In any case where the Original Equipment Manufacturer (OEM) recommends a more frequent service interval, the OEM interval shall be used.

PM Type	Current Requirement	New Interval
Priority Vehicles		
PM A	60days/2000miles/350 gals of fuel consumed	90days/3000 miles/ 500 gals fuel consumed (oil change required unless under 2000 miles)
PM C	Yearly (preceded by 5 PM A's)	Yearly (preceded by 4 PM A's)
Heavy Equipment and Heavy Off Road		
PM A	90 days/3000 miles/250 gals of fuel consumed	120 days/5000miles/420 gals of fuel consumed (oil change required unless under 3000 miles)
PM C	Yearly (preceded by 3 PM A's)	Yearly (preceded by 2 PM A's)
Light Vehicle		
PM A	90 days/3000 miles/250 gals of fuel consumed	120 days/5000miles/420 gals of fuel consumed (oil change required unless under 3000 miles)
PM C	Yearly (preceded by 3 PM A's)	Yearly (preceded by 2 PM A's)
Small Equipment		
PM A	180 days	discontinue PM A- repair unit on an as need basis
PM C	Yearly	Yearly
Stationary Generators		
PM A	Monthly	60days/250 hours (oil change required unless under 150 hrs)
PM C	Yearly	Yearly (preceded by 5 PM A's)

- 2) Reduction of minimum manning levels in Scope of Services Section 25.3 A-H, to new levels proposed in the following table.



Shop	Current	New
Fire Equipment Shop	6	6
Heavy Equipment	9	7
Weld Shop	1	1
Tire Shop	1	1
Light Vehicles	6	5
Generator Shop	2	2
Landfill	4	2
Transfer Station	2	4
Total	31	28

3) Contract billing to change as follows:

- Labor fringe rate fixed at 31%.
- Billing will have one consolidated line for administrative cost and management fee that are not direct labor, fringe benefits, parts, subcontracts and other direct cost.
- Administrative cost and fee shall be fixed at \$617,217 for year 1.
- Administration cost and Fees will be allocated to Transfer Station at fixed rate for period of performance as agreed with Seminole County Administrative Service Director
- The Operating Target price for option period 1 year 2 will be adjusted in accordance with contract Section 5 paragraph (o).

Sincerely,
SERCO Inc.

Dirk B. Smith
Vice President, Contracts